

Dear Review Panel Members,

I would like to thank you in advance for your willingness to participate in the sPHENIX installation and decommissioning review scheduled for January 23rd at 1:00 pm at BNL. Below, I provide the charge for this review, which is tailored to address the issues associated with the assembly, installation plans that need to take place in the experimental hall. These should include the modification to the experimental infrastructure, tests planned during installation as well as the detector installation.

We ask you to address and comment on the following points

- 1) *Are all the major steps in the decommission plan understood (Technical and Project)?*
- 2) *Are all the major steps in the assembly sequence understood (Technical Project)?*
 - a. *Is the time allocated for each step adequate?*
 - b. *Are the needed resources adequate and have they been identified?*
 - c. *If special tooling is needed – are the needed resources identified?*
- 3) *Have the needed intermediate tests during assembly been identified?*
- 4) *For the Decommissioning and Installation – evaluate the status of the following:*
 - a. *WBS and WBS dictionary*
 - b. *Have the critical milestones been identified? .*
 - c. *Cost Book – Basis of estimates*
- 5) *Have the technical and management teams been identified to carry out the needed tasks?*

Thank you in advance for you advice,
Berndt Mueller
ALD for NPP

Committee Members:

Kotcher Jon - Chair
Al Pendzick
Jim Stewart
Bob Hackenburg
George Mahler
Flemming Videbaek